



TOWN OF CUTLER BAY LOBBYIST REGISTRATION FORM

Office of the Town Clerk, 10720 Caribbean Blvd., Suite 105, Cutler Bay FL 33189
Telephone (305) 234-4262 Fax (305) 234-4251

Calendar Year: _____

NOTE:

- All lobbyist and Principal (Client) Registrations automatically expire on December 31st of each year.
- Each person who withdraws as a lobbyist must file a "Notice of Withdrawal" with the Town Clerk.
- Lobbyist Contact and Expenditure Reports shall be filed with the Town Clerk prior to the Public Hearing **AND** by July 1st of each year.
- Lobbyist Expenditure Reports must be filed even if you have no expenditures for the calendar year.
- All Lobbyist Expenditure Reports and Notices of Withdrawal shall be submitted to the Town Clerk.
- Violation may be punishable by a fine of \$250.00 in addition to other remedies allowed by law.

I. LOBBYIST INFORMATION

Last Name	First Name	Middle Initial	
Business Name			
Business Address	City	State	Zip Code
Phone Number	Fax Number	E-Mail Address	

II. PRINCIPAL INFORMATION

Name, address and phone number of principal (i.e., person, business, entity, governmental entity, religious organization, non-profit corporation, or association whose interest you represent or by whom you are employed.)

Name			
Mailing Address	City	State	Zip Code
Phone Number	Fax Number		
<input type="checkbox"/> Long Term	<input type="checkbox"/> Short Term	<input type="checkbox"/> Under Contract	<input type="checkbox"/> One Time Only
(Other principal or interests holding directly or indirectly a five percent (5%) or more ownership interest: (Attach additional sheet, if necessary.) _____)			

III. LEGISLATIVE ISSUE INFORMATION

Brief description of issue and specify department, council or other committee in which you will lobby: (Attach additional sheet, if necessary)

THE TOWN CLERK SHALL REJECT ANY STATEMENT WHICH DOES NOT DETAIL THE ISSUE ON WHICH THE LOBBYIST HAS BEEN EMPLOYED.



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V. PERSONAL AFFILIATIONS

Lobbyist identified under Sec. 2-11.1(s) of the Miami-Dade County Code, as amended and Sec. 7.6 of the Town Charter, shall state the extent of any business or professional relationship with any member of the Town Council, employee, board or committee member (please state below).

Have you been employed by the Town of Cutler Bay in the last two (2) years?

☐ Yes ☐ No

If Yes, state the department in which you were employed: _____

Pursuant to Sec. 7.6(a) (3) of the Town Charter, any person who registers as a lobbyist shall disclose in writing all Town government officials directly contacted by the lobbyist and any expenditures involved as defined by state law, before the public hearing and annually by July 1st.

VI. OATH

I, THE UNDERSIGNED REGISTRANT, DO HEREBY DEPOSE UNDER OATH AND SAY THAT THE INFORMATION HEREIN IS TRUE AND CORRECT AND I HAVE READ AND AM FAMILIAR WITH PROVISIONS IN THE MIAMI-DADE COUNTY CONFLICT OF INTEREST AND CODE OF ETHICS ORDINANCE AS AMENDED AND THE TOWN OF CUTLER BAY LOBBYIST ORDINANCE, INCLUDING WITHDRAWAL AND REPORTING REQUIREMENTS.

Lobbyist Signature

Printed Name

State of **Florida**
County of **Miami-Dade**

Sworn and subscribed before me on this _____ day of _____, 20____

____ Personally Known or _____ Produced ID _____ Notary Public

Type of ID Produced: _____ [SEAL]

IV. FEES

Annual Registration Fee: \$250.00 **per Lobbyist, per Issue**

Registration Fee Paid

☐ Check ☐ Credit Card (In-Person Only) ☐ Not-For-Profit



TOWN OF CUTLER BAY PRINCIPAL (CLIENT) DISCLOSURE FORM

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I. LOBBYIST INFORMATION

Last Name First Name Middle Initial

Business Name

Business Address City State Zip Code

Phone Number Fax Number E-Mail Address

II. PRINCIPAL INFORMATION

Name, address and phone number of principal (i.e., person, business, entity, governmental entity, religious organization, non-profit corporation, or association whose interest you represent or by whom you are employed.)

Name

Mailing Address City State Zip Code

Phone Number Fax Number

☐ Long Term ☐ Short Term ☐ Under Contract ☐ One Time Only

Other principal or interests holding directly or indirectly a five percent (5%) or more ownership interest: (Attach additional sheet, if necessary.) _____

Subject Matter (**Must be specific and describe in full detail**) _____

Identify each individual (Mayor, Commissioner, Board, Committees, or Town Staff) to be lobbied:



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PRINCIPAL (CLIENT) DISCLOSURE FORM

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III. PRINCIPAL DECLARATION

In accordance with Miami-Dade County Code Section 2-11.1(s)(2)(c),

I, _____, hereby declare that _____

Name of Principal

Name of Lobbyist

is authorized to represent me regarding subject matter as listed in Section II of this form, and will at the time at which a lobbyist is no longer authorized to represent me, notify the Town of Cutler Bay Town Clerk in writing immediately.

Signature of Principal

V. OATH

LOBBYIST:

I, THE UNDERSIGNED REGISTRANT, DO HEREBY DEPOSE UNDER OATH AND SAY THAT THE INFORMATION HEREIN AND ON ANY ATTACHMENT HERETO IS TRUE AND CORRECT.

Lobbyist Signature

Printed Name

State of **Florida**
County of **Miami-Dade**

Sworn and subscribed before me on this _____ day of _____, 20____

Type of ID Produced: _____
Personally Known or _____ Produced ID

Notary Public
[SEAL]

PRINCIPAL:

I, THE UNDERSIGNED REGISTRANT, DO HEREBY DEPOSE UNDER OATH AND SAY THAT THE INFORMATION HEREIN AND ON ANY ATTACHMENT HERETO IS TRUE AND CORRECT.

Principal Signature

Printed Name

State of **Florida**
County of **Miami-Dade**

Sworn and subscribed before me on this _____ day of _____, 20____

Type of ID Produced: _____
Personally Known or _____ Produced ID

Notary Public
[SEAL]



TOWN OF CUTLER BAY LOBBYIST EXPENDITURE REPORT FORM

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Business Address	City	State	Zip Code
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II. EXPENDITURES

Expenditures include, but are not limited to meals, entertainment, research, communications, media/advertising, publications, travel, lodging, special event, gifts for public officers and employees, and more for the proceeding calendar year. (Attach additional sheet, if necessary)

Item	Amount	Name and Address of Person of Whom Expenditure Was Made	Nature of Kind of Expenditure For or on Behalf of Lobbyist
1.			
2.			
3.			
4.			

III. LOBBYIST OATH

"I, the undersigned registrant, do hereby depose under oath and say that the information disclosed herein and on any attachment hereto is true and correct."

Signature of Lobbyist

Print Name

State of Florida, County of _____

Sworn to and subscribed before me this _____
day of _____, 20____.

Notary Public

____ Personally Known or ____ Produced ID

Type of ID Produced: _____

[SEAL]

FOR OFFICE USE ONLY

☐ Accepted

☐ Rejected

Reason for Rejection: _____

Date Logged ____/____/____

Initials: _____



TOWN OF CUTLER BAY LOBBYIST WITHDRAWAL FORM

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II. PRINCIPAL INFORMATION

Name, address and phone number of principal (i.e., person, business, entity, governmental entity, religious organization, non-profit corporation, or association whose interest you represent or by whom you are employed.)

Name

Mailing Address City State Zip Code

Phone Number Fax Number E-Mail Address

III. WITHDRAWAL

Date Representation Ended: _____

Subject Matter: _____

Lobbyist Signature

Date

FOR OFFICE USE ONLY

Date Logged ____/____/____ Initials: _____

ORDINANCE NO.07-02

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA , CREATING REGULATIONS RELATED TO LOBBYISTS AND PRINCIPALS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Cutler Bay ("Town") desires to implement by ordinance the requirements of Town Charter Section 7.6 and to apply a more stringent lobbyist registration and disclosure requirement than Section 2-11.1(s) of Miami-Dade Code, which is currently applicable in the Town pursuant to Section 8.3 of the Town Charter.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above Recitals are true and correct and are incorporated herein by this reference.

Section 2. Lobbyists and Principals. The following provisions related to lobbyists and principals are hereby adopted:

Lobbyists and Principals

(A) All paid lobbyists, as may be defined by the Miami-Dade County Code, shall:

- (1) Register with the Town Clerk on the proscribed disclosure form as provided by the Town Clerk and pay annual fees of \$250 for each lobbyist prior to lobbying any Town Council member, employee, board or committee member;
- (2) Disclose in writing all persons and/or entities the lobbyist is representing upon registering and update this list within ten (10) days of being retained by a new principal or for a new project of an existing principal; and
- (3) Disclose in writing all Town government officials directly contacted by the lobbyist and any expenditures involved as defined by State law, before the public hearing.

The Town Clerk shall make available to the Town Council, prior to any public hearing, on the event or matter for which a registered lobbyist may appear, all disclosures required herein or as otherwise required by State or County law.

Any violation of the above shall render the issue being lobbied for or sought by the principal voidable. Violation of this section shall be punishable by a fine of \$250 in addition to any other remedies allowed by law.

Section 3. Severability. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

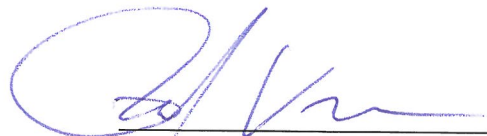
Section 4. Inclusion In The Code. It is the intention of the Town Council that the provisions of this Ordinance shall become and made a part of the Town of Cutler Bay Code; that the sections of this Ordinance may be renumbered or re-lettered to accomplish such intentions; and that the word "Ordinance" shall be changed to "Section" or other appropriate word.

Section 5. Conflicts. Any and all Ordinances or parts of Ordinances in conflict herewith are hereby repealed. This ordinance shall supersede Section 2-11.1(s) of Miami Dade Code as made applicable to the Town pursuant to Town Charter Section 8.3 to the extent of any conflict therewith.

Section 6. Effective Date. This Ordinance shall be effective immediately upon adoption on second reading.

PASSED AND ADOPTED on first reading this 20th day of December, 2006.

PASSED AND ADOPTED on second reading this 17th day of January, 2007.

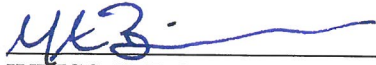

PAUL S. VROOMAN, Mayor

Attest:


ERIKA GONZALEZ SANTAMARIA, CMC
Town Clerk



APPROVED AS TO FORM AND
LEGAL SUFFICIENCY FOR THE
SOLE USE OF THE TOWN OF CUTLER BAY:



WEISS SEROTA HELFMAN PASTORIZA
COLE & BONISKE, P.A.
Interim Town Attorney

FINAL VOTE AT ADOPTION:

Mayor Paul S. Vrooman	<u>YES</u>
Vice Mayor Edwards P. MacDougall	<u>YES</u>
Councilmember Peggy R. Bell	<u>YES</u>
Councilmember Timothy J. Meerbott	<u>YES</u>
Councilmember Ernest N. Sochin	<u>YES</u>